

☒ MOA - Financial☐ MOU - Non-Financial

Part 1 Signature Page
MEMORANDUM OF AGREEMENT
MEMORANDUM OF UNDERSTANDING
STATE OF CONNECTICUT
Department of Mental Health and Addiction Services
CONTRACT ADMINISTRATION

CONTRACTING STATE AGENCY	(1) ORIGINAL <input checked="" type="checkbox"/> (2) AMENDMENT <input type="checkbox"/> (3) Contracting State Agency Name DEPARTMENT OF CHILDREN AND FAMILIES	
ORIGINATING STATE AGENCY	(4) Contracting State Agency Address 505 Hudson Street, Hartford, CT 06106 (6) Originating State Agency DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES (7) Originating State Agency Address 410 Capitol Avenue, Hartford, CT 06106	(5) Contracting State Agency Liaison & Phone No. Tim Marshall, (860)550.6531 (8) Originating State Agency Liaison & Phone No. Jim Siemianowski, DMHAS EQMI 860.418.6912
CONTRACT PERIOD	(9) Contract Period (From - To) 9/30/11 – 9/29/12	
CANCELLATION CLAUSE	This agreement shall remain in full force and effect for the entire term of the contract period stated above unless cancelled. (10) Required No. Of Days Written Notice. 30 Days	
COMPLETE DESCRIPTION OF SERVICE	(11) Contracting state agency agrees to provide specific services as described in Part 2 of this Agreement on pages 2 through 3. (12) The Contracting State Agency shall issue a transfer invoice to the Originating State Agency. Transfer of funds is based upon submission to and approval by DMHAS of a proposed spending plan. The maximum amount payable under this Agreement shall not exceed \$59,600.00 for the entire Agreement term.	
COST AND SCHEDULE OF TRANSFER CERTIFICATES	13. The Department of Mental Health and Addiction Services and the Contracting State Agency as listed below hereby enter into an agreement subject to the terms and conditions stated herein and subject to the applicable provisions of the Connecticut General Statutes. 14. Acceptance of this contract implies conformance with terms and conditions as stated in this agreement.	
(15) ACCEPTANCE AND APPROVALS		
(32) CONTRACTING STATE AGENCY AUTHORIZED OFFICIAL	(16) STATUTORY AUTHORITY DMHAS - §17a-450 & 17a-451 CONTRACTING STATE AGENCY - §17a-6 TITLE <i>Joette Katz</i> Joette Katz, Commissioner	DATE <i>3/28/12</i>
(33) ORIGINATING AGENCY AUTHORIZED OFFICIAL	TITLE <i>Patricia A. Rehmer</i> Patricia A. Rehmer, MSN, Commissioner	DATE <i>4/4/12</i>

PART 2

Memorandum of Agreement

Standard Terms and Conditions

An Agreement made between the Connecticut Department of Mental Health and Addiction Services (hereinafter referred to as DMHAS), acting by its Commissioner and the Department of Children and Families (hereinafter referred to as DCF), acting by its Commissioner.

WHEREAS, DMHAS has been designated as the lead agency for receipt and disbursement of the federal Center for Mental Health Services' Data Infrastructure Grant (hereinafter referred to as "DIG III"); and

WHEREAS, the parties seek to effectively manage funds to be used to provide mental health data in compliance with the federal Community Mental Health Services block grant;

NOW, THEREFORE, the parties agree as follows:

A. DMHAS agrees to:

1. Transfer funding up to \$39,600.00 of federal DIG III year 3 monies to DCF to continue the development of a mental health services information system as specified in the Center for Mental Health Services uniform data reporting requirements. Transfer of funds is based upon submission to and approval by DMHAS of a proposed spending plan.
2. Prepare and submit such reports and formal requests for information pertaining to the use of DIG III funds for development of mental health service data, as may be required from time to time by the Center for Mental Health Services.
3. Participate on a joint DMHAS/DCF Steering Committee to assure efficient management of the DIG III project.
4. Participate in monthly conference calls with the Center for Mental Health Services and attend the Center for Mental Health Services (CMHS) annual technical assistance meeting.

B. DCF agrees to:

1. Enhance its current state data collection system to better confirm an accurate reporting of those children receiving mental health services through DCF funded or operated services as part of uniform data requirements for the federal Community Mental Health Services block grant.
2. Expand the Behavioral Health Database System (BHDS) replacement system counterpart to include all DCF funded behavioral health service types.
3. Integrate race/ethnicity and linguistic data into its quality assurance activities to inform ongoing culturally competent planning and program development.
4. Make necessary modifications to its existing data collection system(s) to make routine reporting possible with a focus on statewide integration and incorporation of CMHS data elements.
5. Undertake measures to assure data quality and eliminate duplication.
6. Collaborate with other relevant entities and plan for electronic recording and reporting of data.
7. Confirm HIPAA requirements.
8. Participate on the joint DCF/DMHAS Steering Committee for overall management of the project.
9. Provide ongoing training and technical assistance for providers, as needed, to confirm accuracy and thoroughness of data, to develop data dictionary and protocols for data collection and management, and to engage in ongoing review of data quality.
10. Participate in monthly conference calls with the Center for Mental Health Services and attend the Center for Mental Health Services (CMHS) annual technical assistance meeting. Submit to DMHAS the necessary information for submission of annual Uniform Data Reporting (UDR) tables in accordance with the Center for Mental Health Services specifications.
11. Submit to DMHAS the necessary information for submission of a no cost extension application, if needed, in accordance with the Center for Mental Health Services specifications.
12. Include the following as special conditions in any awards to sub-recipients of these funds "a) The awardee agrees and certifies that to the best of its knowledge and belief that no federally appropriated funds have been paid or will be paid, by or on behalf of the awardee, to any person for influencing or attempting to influence a federal officer or federal employee of any agency in connection with the awarding of any federal award (Section 1352, Title 31, 4.5 U.S.C.), and b) The awardee agrees that the funds provided under this grant may not be used to pay the salary of any individual at a rate in excess of \$166,700 per year."

13. When issuing statements, press releases, requests for proposals (RFPs), bid solicitations and other documents describing projects or programs funded in whole or in part with Block Grant funds under this contract, DCF shall clearly state (1) the percentage of the total costs of the program or project which will be financed with the federal money, (2) the dollar amount of federal funds for the project or program, and (3) the percentage and dollar amount of the total costs of the project or program that will be financed by non-government sources.
14. Keep full and accurate books and records with respect to these funds. These records shall be subject to monitoring, inspection, review or audit by authorized employees of DMHAS or the state, or interested federal agencies. The State Auditors of Public Accounts shall have access to all records and accounts for the fiscal year(s) in which the award was made. DCF will comply with federal and state single audit standards as applicable.
15. Comply with the terms and conditions contained in Title XIX, Part B of the Public Health Services Act 42 U.S.C. Section 300 x et. seq. (Supp. 1993), and in Section 4-28b of the Connecticut General Statutes.

C. DMHAS and DCF agree to:

1. Implement this Memorandum of Agreement (MOA) effective September 30, 2011 through September 29, 2012
2. Renegotiate this MOA, if necessary, to comply with conditions imposed in the Center for Mental Health Services DIG III award.
3. Both parties acknowledge that DCF and DMHAS are state government agencies, and as such, are subject to all applicable contractual laws and regulations.